

TOWN OF STOW
Community Preservation Committee

Minutes, November 27, 2017

Community Preservation Committee Meeting

Community Preservation Committee members present: Cortni Frecha (chair), Rick Connelly, Mike Busch (arrived at 7:40), Ernie Dodd, Andy Crosby, Atli Thorarensen, Vin Antil, Bob Larkin

Community Preservation Committee members not present: Bill Byron (vice chair)

Admin. Assistant: Krista Bracci

The meeting began with a quorum at 7:32 pm

MINUTES

VOTE: Rick made a motion to approve the minutes of November 13 2017, Andy seconded. The vote was unanimous (Mike was not present for the vote).

INVOICES

VOTE: Bob made a motion to approve invoice I49813236 from W.B. Mason in the amount of \$58.97, Rick seconded. The vote was unanimous (Mike was not present for the vote).

VOTE: Ernie made a motion to approve invoice 2017-4026 from Corbett Incorporated in the amount of \$7,268.03(CPA portion is \$6,044.70) for the Pine Bluff Improvement Project, Bob seconded. The vote was unanimous (Mike was not present for the vote).

Mike arrived at the meeting - 7:40 pm

CPC SIGN UPDATE

Rick brought three more of the green and yellow signs to the meeting. He informed the members that he is waiting on one more sign and the invoice. The post for the sign is on back order. Bob informed Krista that Lisa Hanley (Maynard CPC Admin) may be contacting her for the manufacturer information for the new Stow signs. Rick informed Krista of the following:

TSS Graphics
94 Great Road
Stow, MA 01775
Contact: Doug at 877-997-7633

The committee decided to have two of the signs placed at the library and the other one at Small Farm. Krista will fill out the appropriate forms and speak with Craig Martin. She will also place the signs at the library. One near the front door and the other at the four way intersection. Cortni will follow up with Kathy Sferra to see what she thinks about placing a sign at Small Farm.

FY2017 STATE MATCH DISCUSSION

Krista informed the members that Stow received a 24.4% match this year. She also informed the committee that there was a small error on a report the coalition had on their website. It is now correct.

REVIEW & APPROVE STATE MATCH PRESS RELEASE

After a brief discussion the members agreed to delete some of the projects that were listed on the press release from the previous year and add some new ones. It was suggested that Krista make a few additional edits before sending the release to the Stow Independent.

VOTE: Bob made a motion to approve the state match press release as amended, Mike seconded. The vote was unanimous.

FY2018 BUDGET REVIEW & APPROVAL

The committee members discussed the pros and cons of choosing a match around 15% or just above 20%. The largest concern dealt with some members feeling the match will go down significantly next year due to Boston becoming a new CPA community. Krista explained that if we are off on our estimate then an adjustment warrant article may be needed. The committee eventually agreed on the final budget.

VOTE: Bob made a motion to approve the FY2019 budget (\$35,000 for Admin and \$73,500 set aside in each of the three buckets), Rick seconded. The vote was unanimous.

STOW CP PLAN REVIEW (AFFORDABLE HOUSING SECTION)

A number of suggestions were brought up that pertained to the Affordable Housing Section (see bulleted items below). Cortni and Jim Salvie will be working together to make these changes and will bring a revised draft to the next CPC meeting. Cortni suggested that the members read over the final section of the plan before the next meeting as well (General Criteria).

- Define terms: Community Housing vs. Affordable Housing
- Eliminate what is not about CPC (ex. SMAHT goals and objectives)
- List what we can do vs. what we want to do
- The plan should only list what is allowable by the act
- Distinguish between what is affordable SHI and Non-SHI
- There should be clear language defining what a deed restriction is

PROJECT UPDATES

Track Road

Cortni told the members that there are still some negotiations going on like the option to pave the road and create a bike lane. The original ideas are not moving forward and Cortni suggested rescinding the project at the spring 2018 town meeting. Some other members mentioned if they needed funding to pave they could submit a new application.

VOTE: Cortni made a motion to rescind project number #2800-10-170-70-71180-0100 (Assabet River Rail Trail, \$46,000) at the May 2018 Town Meeting, Vin seconded. The vote was unanimous.

Old Town Hall

Andy mentioned he emailed the building department, but has not heard anything back. Cortni shared that they will be coming to the CPC with a more detailed plan with a possible design fund request and some immediate repairs that are needed.

NEWS AND VIEWS

- Cortni spoke with Mike Kopczynski about having the Housing Authority meet in order to appoint a different representative to the CPC.
- Cortni spoke with Bill Wrigley about creating an RFP/RFQ/RFR for the deed restriction program. The CPC needs an entity to administer this program along with the COA. Cortni also mentioned she may reach out to the COA to see if there are any families that could benefit from this program. It was made clear that this program will not add to the SHI for Stow, but will help seniors remain in the community by lowering their housing expenses.

MEETING SCHEDULE

December 11, 2017

January 8, 2018 - Pending Admin for this date

January 22, 2018

Bob made a motion to adjourn at 9:36 pm, Rick seconded, and the vote was unanimous.

Respectfully submitted by: Krista Bracci